

Bluff Country Co-op Board Meeting Minutes

Monday, May 8, 2023

6pm – 8pm

Community Room

Attendees: Krissy Rowland, General Manager via video conference

Board Members Present: Jennifer Sanborn; Jenn Baechle; Josh Datta; Ann Prochowicz; Aaron Perleberg; Kay Pedretti; Brenna Curry; Lisa Lorisich; Pingping Zhang via video conference;

Board Members Absent:

Owners: Paul Barrett

TOPIC	DESCRIPTION	ACTION/OUTCOME
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		Yay	Nay	Abstain
Owner Member Forum	<ul style="list-style-type: none"> No discussion was had. 			
April Task Review	<ul style="list-style-type: none"> No tasks were carried over. All tasks were completed in April. 			
April Minutes	<ul style="list-style-type: none"> Jenn motioned to approve the minutes. Jennifer seconded. 	8	0	1
Committee Updates	<ul style="list-style-type: none"> Finance: Board Budget of \$24,000 for Fiscal Year 2024 presented. Kay motions to approve the board budget. Jenn seconded. C Share redemption policy and metrics drafted and letter drafted for ownership. Brenna will put these in the June Board Packets folder for review at next month's meeting. Owner Outreach: Survey of ownership will be sent out in the May newsletter, and with a link on the website to get information about format and timing of the AOM. Between the survey feedback and the release of the NFL schedule, we should have more information to make an informed selection of AOM date and venue. Food Access: First video is filmed, now in editing. Recipe cards for \$12 meals are in progress. More than \$300 have already been donated toward DUFB. Positive response to DUFB from SHIP and MN Extension for their clients. Some continued onboarding and training issues are being worked at registers. Board Development Committee: Committee has been discussing the recommendations for board development activities. Discussion of historical monthly articles, the role of additional Columinate coursework after the Financial 101. In general board members are positive about learning more after the initial onboarding to improve individual skills and to have more shared understanding of terms. A few books were 	8	0	0

	mentioned as potential reading.			
B6: Financial Condition	<ul style="list-style-type: none"> ● B1- Financial Condition: Everything is in compliance for the quarter, except owner and final food sales growth. April had positive sales growth. Growth in center store sales that was not forecasted. Kitchen is still behind, due to end of school year turnover. Net income positive, hit the margin. Owner growth only 3%, but doesn't include numbers from the April ownership drive. All payments were on time. Krissy's recommendations on paying off a \$2000 owner loan and other recommendations will be included in the Business Plan with the Budget in next month's meeting. <ul style="list-style-type: none"> ○ Jennifer motioned to approve this change. Kay seconded. 	8	0	0
GM Update	<ul style="list-style-type: none"> ● GM Update: April sales were good. EBT sales were slightly lower. DUFB numbers were listed in the report. It was agreed that DUFB numbers are nice to see in the report monthly. Earth Day event cold food sales were low, due to cold weather, but the event itself went well. The naan class went very well. Registration was full, and there was a waiting list. This is a good sign for future classes that the format and messaging worked. 13 new owners in April. Krissy attended an NCG conference, and is looking forward to new tools for budgeting, weekly sales reporting, and possibly an NCG deli pricing application in the future. Lots of positives with the new produce shelves. Sales of produce are improving with the new shelving and the coop deals. <ul style="list-style-type: none"> ○ Jenn motioned to approve the GM update. Jennifer seconded. 	8	0	0

Tasks	Responsible Party
<ul style="list-style-type: none"> ● AOM Date selection ● Draft C Share Redemption Policy and Letter for Ownership in June Board Packets folder for review at June board meeting ● Business Plan and Budget 	Owner Outreach Cmte Brenna Krissy